

Message Text

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R 172021Z JAN 75

FM SECSTATE WASHDC

TO USMISSION USBERLIN

AMEMBASSY BERLIN

AMEMBASSY BELGRADE

AMEMBASSY BONN

AMEMBASSY BUCHAREST

AMEMBASSY BUDAPEST

AMEMBASSY MOSCOW

USMISSION OECD PARIS

AMEMBASSY PRAGUE

AMEMBASSY SOFIA

AMEMBASSY VIENNA

AMEMBASSY WARSAW

AMCONSUL POZNAN

AMCONSUL LENINGRAD

UNCLAS STATE 011887

E.O. 11652: N/A

TAGS: OTRA, OCON, EEWT, XG

SUBJECT: EASTERN EUROPEAN ECONOMIC/COMMERCIAL OFFICERS

CONFERENCE: TRAVEL ARRANGEMENTS

1. REQUEST ALL ADDRESSEES CONFIRM TRAVEL ARRANGEMENTS
THEIR PARTICIPANTS BERLIN CONFERENCE TO ALLOW FINAL HOTEL
ARRANGEMENTS. PLEASE NOTIFY US MISSION BERLIN DATES OF
ARRIVAL AND DEPARTURE, INCLUDING FLIGHT INFORMATION, AND
EXACT HOTEL ACCOMMODATION NEEDED.

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2. WE HAVE NEGOTIATED CONCESSIONARY RATE FOR PARTICIPANTS AT HOTEL SCHWEITZERHOF BASED ON OUR COMMITMENT TO OCCUPY LARGE BLOCK OF ROOMS. WE STRONGLY URGE ALL PARTICIPANTS ACCEPT ACCOMMODATION THERE. SCHWEITZERHOF PROVIDES FIRST CLASS SINGLE ROOMS AT 59 DM/DAY WITH SHOWER OR 69 DM/DAY FULL BATH. DOUBLES AVAILABLE AT 98 DM FOR OFFICERS WHO HAVE SPOUSE ACCOMPANYING. PLEASE SPECIFY PREFERENCE. TRANSPORTATION TO CONFERENCE SESSIONS AND OTHER ACTIVITIES WILL BE PROVIDED FROM SCHWEITZERHOF BUT CANNOT BE PROVIDED FROM OTHER LOCATIONS.

3. MOST UNCOMPLICATED TRAVEL TO BERLIN FROM MOST ADDRESSEE POSTS IS BY AIR VIA FRANKFURT. HOWEVER, FOR PARTICIPANTS CONTEMPLATING TRAVEL BY OTHER ROUTE, BY POV OR RAIL THROUGH EAST GERMANY, WE HAVE ASKED USBER BY SEPARATE MESSAGE TO TRANSMIT TO POSTS INSTRUCTIONS ON HOW BEST TO ENTER WEST

BERLIN. WE WILL FUND TRAVEL BY POV AT 12 CENTS/MILE BUT NOT TO EXCEED OFFICER'S TOURIST AIRFARE. WE DISCOURAGE USE SCHOENEFELD AIRPORT (EAST BERLIN) UNLESS NO REASONABLE ALTERNATIVE EXISTS. TAXIS READILY AVAILABLE AT BOTH WEST BERLIN AIRPORTS (TEMPELHOF AND TEGEL) FOR SHORT RIDE TO SCHWEITZERHOF. MISSION DOES NOT PLAN TO MEET PARTICIPANTS.

4. PARTICIPANTS SHOULD PLAN ARRIVE BERLIN PM TUESDAY, FEBRUARY 25, IN TIME TO CHECK IN AT HOTEL AND BOARD BUS IN FRONT OF SCHWEITZERHOF BY 5:45 PM FOR MISSION BRIEFING FOLLOWED BY RECEPTION FOR CONFERENCE PARTICIPANTS. BUS WILL RETURN TO HOTEL FOLLOWING RECEPTION. WIVES OR HUSBANDS WHO ACCOMPANY PARTICIPANTS ARE INVITED TO BRIEFING AND RECEPTION, BUT OTHER FAMILY MEMBERS ARE NOT INCLUDED IN INVITATION. CONFERENCE WILL END WITH LUNCH FRIDAY, FEBRUARY 28, APPROXIMATELY 1:30 PM.

5. DEPARTMENT WILL CABLE TRAVEL AUTHORIZATIONS AND FISCAL DATA ASAP FOR ALL FIELD PARTICIPANTS EXCEPT BERLIN, LENINGRAD AND POZNAN.

6. PLEASE CABLE RESPONSE TO US MISSION BERLIN WITH INFO
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SECSTATE AND USDOC/BEWT/EE BY COB JANUARY 22.

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